

DEMAREST BOARD OF EDUCATION
COW and REGULAR SESSION MEETING MINUTES
County Road School – Media Center
June 11, 2024
7:00 P.M.

I. OPENING

- A. The meeting was called to order by President Holzberg at 6:30 pm.
- B. Present: Choi, Fein, Governale, Lee, Holzberg.
Absent: Brillhart, Cantatore
Also present: Mr. Fox/ Superintendent and Ms. Kelly Business Administrator/ Board Secretary

II. ADJOURN TO EXECUTIVE SESSION

- A. The Board determined it will enter into executive session for the following reasons:
 - 1. Personnel
- B. It was moved by Choi seconded by Lee and approved by unanimous voice vote of those present to approve the following resolution to enter the executive session:
WHEREAS, in order to protect the personal privacy and to avoid situations wherein the public interest might be disserved, the Open Public Meetings Act permits public bodies to exclude the public from that portion of a meeting at which certain matters are discussed;
WHEREAS, the length of the closed executive session is estimated to be thirty minutes, after which the Regular Public Meeting will reconvene and proceed with business where formal action may or may not be taken;
NOW THEREFORE BE IT RESOLVED, that consistent with the provision of N.J.S.A. 10:4-12(b), the Board of Education will now adjourn to executive session to discuss items stated above; and
BE IT FURTHER RESOLVED, that the Board hereby declares that its discussion of the aforementioned subjects will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.
- C. It was moved by Choi, seconded by Governale and approved by unanimous voice vote of those present to convene executive session at 6:55 P.M.

III. REOPEN PUBLIC MEETING

- A. It was moved by Choi , seconded by Governale to reopen the Regular Meeting to the public at 7:00 P.M.
- B. President Holzberg read the following announcement:
The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon.
In accordance with the provisions of this Act, the Demarest Board of Education has caused notice of this meeting to be published by having the date, time

and place thereof posted at the Borough Hall and at the Middle School and by notifying in writing two newspapers: The Record and The Suburbanite.

IV. FLAG SALUTE

A. President Holzberg led the flag salute.

V. ROLL CALL

Present: Choi, Fein, Governale, Lee, Holzberg.

Absent: Brillhart, Cantatore

Also present: Mr. Fox, Superintendent and Ms. Kelly Business Administrator/ Board Secretary

VI. APPROVAL OF MINUTES OF THE MEETINGS

A. It was moved by Choi, seconded by Governale and approved by unanimous voice vote of those present to approve:

- May 21, 2024 COW and Regular Meeting Minutes
- May 21, 2024 Executive Session Meeting Minutes

VII. CORRESPONDENCE

None at this time.

VIII. BOARD PRESIDENT'S REPORT

None at this time.

IX. SUPERINTENDENT'S REPORT

Superintendent Fox noted the following:

- Thank you to the staff for another great year.
- The buildings look great.
- The eighth graders won 3rd place in the STEAM competition with their NurseZero project and will be going to NJSBA in October where they will present. The students are going to apply for a patent. The fourth graders also did a great job in the competition.
- Mr. Fox reviewed and discussed the 2023/2024 district goals and indicated that they have been achieved. The goals were:
 - Prepare for the New Jersey Quality Single Accountability Continuum (QSAC)
 - Create an appropriately sized middle school gymnasium to support the health, wellness, and athleticism of our student population.
 - District staff will participate in a year-long training on the implementation of the Ruler program for social-emotional learning from the Yale Center for Emotional Intelligence. This program educates both staff and students. The 2023-2024 school year is year 1 of a three-year plan that includes implementation with students and the community.

X. COMMITTEE REPORTS

None at this time.

XI. OTHER REPORTS AND PRESENTATIONS

A. Principal Mazzini reviewed the following on behalf of Principal Regan::

- DMS conducted substance abuse awareness.
- DMS had a STEAM challenge.
- Eighth graders worked with first graders on a STEM project.
- The spring concert was a success.

B. Principal Mazzini reviewed the following:

- The LLE fourth grade was in the top 35 out of 400 schools for the math league challenge
- CRS had field day.
- The spring concert was wonderful.
- Wax museum field trip was today.
- Thank you from both principals for the board's support.

C. Philip Nisonoff, District Treasurer spoke to the board about the role of the treasurer. He explained to the Board how to read the Treasurer's Report and how the cash balances must agree to the Board Secretary's Report on a monthly basis.

XII. REVIEW OF AGENDA

A. Board members reviewed the items.

XIII. PUBLIC COMMENT (AGENDA ITEMS ONLY)

There was no motion for public comment being no one from the public was present.

XIV. ACTIONS

A. Instruction – Staffing

1. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the provisional employment of Eitan Ofek as substitute teacher for the remainder of the 2023/2024 school year, as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. 1986, c. 116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7.
2. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following reassignments for the 2024/2025 school year, as recommended by the Chief School Administrator:

Staff	From	To
Kaitlyn Bruno	Pre-K 4	Pre-K 3
Mary Sullivan	CRS/LLE Resource Room	LLE LLD program
Gabriela Bajdechi	DMS Grade 5 Math	DMS Grade 6 Math
Jodi Braunstein	DMS Grade 6 Math	DMS Grade 5 Math
Jennifer Goldmuntz	LLE - ERI program	LLE/DMS ERI program

3. It was moved by Fein, seconded by Lee and approved by unanimous roll call vote of those present to approve the following stipend positions for the 2024/2025 school year, as recommended by the Chief School Administrator:

STIPEND	TOTAL AMOUNT	NAME	INDIVIDUAL
Beginning Band	\$ 876.00	Heather Urban	876.00
Band	7,167.00	Heather Urban	7,167.00
Brain Busters/VIA	2,178.00	Carl Quillen	2,178.00
Chorus	2,985.00	Heather Urban	2,985.00
Community Outreach	3,425.00	Dawn Epiphaniou Corinne Conti	1,712.50
Communications Coordinator	2,178.00	Tori Zimmerman Michelle Greenberg	1,089.00
Eighth Grade Advisor	2,178.00	Joanne Werner and Suzanne Calegari	1,089.00
Lunchroom Coordinator Per person DMS (4) LLE (2) CRS (2)	57,336.00	CRS: Jennifer Plunkett Alexandra Avillo LLE: Doug Stokes Chris Nerkizian DMS: Tori Zimmerman Andrew Lefer Suzanne Calegari Dawn Epiphaniou	7,167.00
Supervisor of DMS school play	2,178.00	Bridget DiMartini	2,178.00
Student Council	3,425.00	Nancy Mliczek Hyewon Mohanram	1,712.50
Web Site Coordinator	2,985.00	Tori Zimmerman	2,985.00
DMS Yearbook	2,795.00	Julia Lefer	2,795.00
LLE Yearbook	2,795.00	Kathleen Forma Sara Chabora	1,397.50
Athletic Programs, Per Sport			
Boys Basketball	2,390.00	Vincent Romeo	2,390
Girls Basketball	2,390.00	Chris Nerkizian	2,390
Boys Volleyball	2,390.00	Chris Nerkizian	2,390
Girls Volleyball	2,390.00	Andrew Cole	2,390
Boys / Girls Soccer	2,390.00	Nikki Peditto Jessica Raccioppi	1,195.00
Boys /Girls Track Per Person, 2 positions	4,779.00	Andrew Cole Vincent Romeo	2,389.50

B. Instruction – Pupils/Programs

1. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve collection and maintenance of Student Records according to 6A:32-7.3., for the 2024/2025 school year, as recommended by the Chief School Administrator.
2. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following District tuition rates for non-resident students for the 2024/2025 school year, as recommended by the Chief School Administrator:

Grade Level	Annual Tuition Rate
Pre-K/Kindergarten	\$20,843.00
1 st – 5 th	\$19,333.00
6 th – 8 th	\$19,776.00
Language Learning Disabled	\$44,105.00
Emotional Regulation Impairment	\$29,198.00

3. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following Demarest School District's related service fees, for the 2024/2025 school year, as recommended by the Chief School Administrator:

Service	Fee
30 minute individual speech, OT, PT	\$60.00
30 minute small group speech, OT, PT	\$30.00
3:1 consult (30 minute min.)	\$30.00
30 minutes Multisensory Reading	\$60.00
45 minutes Multisensory Reading	\$90.00
30 minutes Counseling individual	\$60.00
30 minutes counseling small group	\$30.00
3:1 consultation	\$30.00
40 minute 1:1 ELL	\$50.00
resource room per pupil hour	\$50.00

4. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domiciled tuition agreement with the Tenafly Board of Education for the 2024/2025 school year, plus the cost of related services, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide*	Transportation	Term
2341059967	DEL	20,843.00	No	No	9/1-6/30
6495630250	DEL	20,843.00	No	No	9/1-6/30

5. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve a non-domicile tuition agreement with Jason Ko and Jong Hwang for their children to attend grades one and three for the 2024/2025 school year, at an annual rate of \$19,333.00 each, as non-residents with domicile pending, as recommended by the Chief School Administrator.
6. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following out-of-district placement and tuition, associated related services, transportation, and 1:1 aide as applicable, for the 2024/2025 school year, as recommended by the Chief School Administrator:

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
9343502284	Valley Program	\$88,889.00	no	yes	7/1-6/30
9505548156	Valley Program	\$88,889.00	yes	yes	7/1-6/30
6910327941	Valley Program	\$88,889.00	no	no	7/1-6/30
5876485963	Craig School	\$63,320.00	no	Yes	9/1-6/30
2620011442	Washington	\$93,320.00	no	yes	7/1-6/30
9210424857	Valley Program	\$88,889.00	no	Yes (ESY Only)	7/1-8/31

Student ID	School/Program	Tuition	1: 1 Aide	Transportation	Term
9343502284	Valley Program	\$88,889.00	no	yes	7/1-6/30
9505548156	Valley Program	\$88,889.00	yes	yes	7/1-6/30
5019762465	Spectrum 360	\$93,330.35	yes	Yes	7/1-6/30
7404253756	Sage Alliance	\$80,738.20	no	yes	7/1-6/30

7. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following students to attend Region III summer programming, as recommended by the Chief School Administrator:

SID	Program/Service	Frequency
2835690689	Summer Enrichment	n/a
7001142991	Summer Enrichment	n/a
5280100875	Summer Enrichment	n/a
2835690689	Orton	2x per week
2835690689	Counseling	1x week
5280100875	Speech	2x week Indv
5280100875	OT	2x week Indv
5280100875	Counseling	1x week
5280100875	1:1	n/a
7001142991	1:1	n/a
7001142991	OT	2x week sm gr
7001142991	PT	1x week sm gr
7001142991	Speech	2x week Indv
9643398098	Summer Enrichment	n/a
9643398098	Speech	1x week sm gr
6640893381	Summer Enrichment	n/a
6640893381	Orton	2x week
1437528310	Summer Enrichment	n/a
1437528310	OT	2x week sm gr
8491500919	Summer Enrichment	n/a
8491500919	Speech	1x Indv. 1x sm gr
8491500919	OT	1x week sm gr
5304431775	Summer Enrichment	n/a
5304431775	Speech	2x week Indv
5304431775	OT	2x week sm gr
5304431775	1:1 Aide	n/a
7127590981	Summer Enrichment	n/a
7127590981	Orton	2x week
7127590981	Counseling	1x week
4845539034	Summer Enrichment	n/a
4845539034	Speech	2x week sm gr
4845539034	OT	2x week sm gr
3052933060	Summer Enrichment	n/a
3052933060	Speech	2x week sm gr
5876485963	Orton	2x week

8. It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve the following meal rates, and the [attached](#) ala carte price list for the 2024/2025 school year, as recommended by the Chief School Administrator:

Item	Cost
Student lunch-Full Meal	\$6.25
Reduced Student lunch-Full Meal	\$3.00

- It was moved by Choi, seconded by Governale and approved by unanimous roll call vote of those present to approve district students' trips/visits to the Demarest borough library, town hall, fields, fire department, duck pond, high school, and other locations in the town for the 2024/2025 school year, as recommended by the Chief School Administrator.

C. Support Services – Staffing

- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Debra Rinaldi, Executive Secretary to the Superintendent, for the 2024/2025 school year, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Gina Peter, Payroll and Benefits Specialist/Bookkeeper, for the 2024/2025 school year, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Lisa Carson, Assistant to the Business Administrator, for the 2024/2025 school year, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the Memorandum of Agreement with Franklin Reynoso, Information Technology Coordinator, for the 2024/2025 school year, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the Custodian-in-Charge stipends for the 2024/2025 school year as follows, as recommended by the Chief School Administrator:

Name	Amount	Building(s)
Hrant Mekhsian	4,000.00	CRS and LLE
Fitni Redzepi	4,000.00	DMS and LLE

- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Patricia Hefter as the substitute teacher caller at the rate of \$5,000.00 for the 2024/25 school year, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Jeanne Torre as the Realtime Student Data System Coordinator at a rate of \$4,000.00, as recommended by the Chief School Administrator.
- It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve staff members of the Child Study Team to complete evaluations as needed during the months of July and August at \$450 per evaluation with the exception of

social history evaluations at \$400 per evaluation, as recommended by the Chief School Administrator.

9. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve additional days for staff members of the Child Study Team during the months of July and August not to exceed 20 days collectively, at their current hourly rate, as recommended by the Chief School Administrator.
10. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve teaching staff members to attend Child Study Team meetings during the months of July and August not to exceed 32 hours collectively at their 2024/2025 hourly rate, as recommended by the Chief School Administrator.
11. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Victoria Zimmerman to update district computers during the summer months not to exceed 80 hours at her 2024/2025 hourly rate, as recommended by the Chief School Administrator.
12. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Denise Karrenberg to update district computers during the summer months not to exceed 60 hours at her 2024/2025 hourly rate, as recommended by the Chief School Administrator.
13. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve Patricia Hefter, for summer secretarial work, as needed, at her 2024/2025 per diem rate, as recommended by the Chief School Administrator.
14. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the following teachers to participate in summer curriculum mapping, at a rate of \$150.00 per day, as recommended by the Chief School Administrator:

Gabriela Bajdechi
Alyssa Baldi
Christie Choman
Deborah Duby
Dawn Epiphaniou
Allison Feifer
Tara Harley
Wendy Heffler
Julia Lefer
Sunny Lew
Lauren Licameli
Lauren Magnifico
Nancy Mliczek
Hyewon Mohanram
Toby Murphy
Jennifer Plunkett
Jacqueline Rogan
Danielle Scheuring

15. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the following substitute rates, for the 2024/2025 school year as recommended by the Chief School Administrator:

Position	Rate
Custodian	\$16.00/hour
Secretary	\$18.00/hour
Aide	\$16.75/hour
Teacher	\$130.00/day
Nurse	\$225.00/day

16. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to acknowledge recognition of service for the following staff, as recommended by the Chief School Administrator:

Staff Member	Years of Service
Gina Peter	25
Sharon O'Connell	20
Ellen Ricciutti	20
Victoria Zimmerman	20
Suzanne Calegari	15
Resat Cazimoski	15
Carl Quillen	15

17. It was moved by Lee, seconded by Governale and approved by unanimous roll call vote of those present to approve the provisional employment of Joseph Hasenstab for a summer custodial/grounds position at the hourly rate of \$21.56 effective June 14, 2024 to July 31, 2024 as recommended by the Chief School Administrator. Employment status would become effective upon candidate's compliance with P.L. 1986, c. 116 (revised 6/30/98) and N.J.S.A. 19A:6-7.7.

D. Support Services – Board of Education

1. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following request for facilities use on the following dates, in accordance with policy 7510, as recommended by the Chief School Administrator:

Event/Group	Date(s) and time	Location
Mamanet	June 14, 2024 4:00 PM - 8:00 PM June 15, 2024 10 AM - 2 PM	LLE gymnasium
Boy Scouts Blood drive	August 30, 2024 1:00 PM - 7:00 PM	DMS gymnasium
Boy Scouts Troops 63 and 163	September 3, 2024 - June 30, 2025 Monday and Wednesday (when available and school is in session) 6:30 PM - 8:30 PM	CRS all-purpose room

2. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the attendance of the following workshops, with all hotel, meals and travel reimbursed at the statutory rates per NJ OMB guidelines, as recommended by the Chief School Administrator:

Name/Title	Event	Registration Fee
Antoinette Kelly Business Administrator/Board Secretary	ASBO International Annual Conference Nashville, TN September 18-20, 2024	\$ 849.00 (early bird registration)

3. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract, for Antoinette Kelly, Board Secretary/School Business Administrator for the Demarest Board of Education, as approved by the Executive County Superintendent for the 2024/2025 school year, as recommended by the Chief School Administrator.
4. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to acknowledge that the board accepts the results of the following HIB cases as reported at the May 21, 2024 meeting, as recommended by the Chief School Administrator.

HIB case #
23/24-05
23/24-06
23/24-07
23/24-08
23/24-09

5. Move to adopt the following resolution to acknowledge the service of Marilyn Stankiewicz, as recommended by the Chief School Administrator:

WHEREAS, Marilyn Stankiewicz dedicated her time and services to the children of Demarest and the Demarest Board of Education, and
WHEREAS, her dedication served as a model of service to the community,
NOW, THEREFORE BE IT RESOLVED, that the Demarest Board of Education does hereby extend its appreciation and gratitude to Marilyn Stankiewicz in recognition of her 24 years of dedicated service to the Demarest Board of Education.

6. Move to approve the payment of accumulated sick time for Marilyn Stankiewicz in the amount of \$4,500.00 as per Policy 1620, as recommended by the Chief School Administrator.
7. Move to approve In-Line Air Conditioning Co., Inc. for HVAC repairs under ESCNJ # MRESC 19/20-13 Bid Term of 3/18/2020 - 3/17/2024 & ESCNJ # MRESC 19/20-13 EXTENSION Bid Term of 3/18/2023 - 3/17/2024, for the 2024/2025 school year, as recommended by the Chief School Administrator.
8. Move to approve the following permitted appliances in classrooms for the 2024/2025 school year as follows, as recommended by the Chief School Administrator:

School	Location	Appliance	Rationale
Demarest Middle School	Room 136	refrigerator	Perishable supplies for science
Demarest Middle School	Room 136	microwave	Demonstrations of energy transfer and waves; on-demand hot water for experiments
Demarest Middle School	Room 102	microwave, refrigerator, toaster oven, blender	Special education classroom, functional skills, life skills curriculum
Demarest Middle School	Room 117	mini refrigerator	Perishable supplies for science

9. Move to approve the Memorandum of Agreement with Jon Regan, Principal of Demarest Middle School, for the 2024/2025 school year, as recommended by the Chief School Administrator.
10. Move to approve the Memorandum of Agreement with Frank Mazzini, Principal of County Road School and Luther Lee Emerson School, for the 2024/2025 school year, as recommended by the Chief School Administrator.
11. Move to approve the Memorandum of Agreement with Kelly Stevens, Supervisor of Curriculum, Instruction and Assessment, for the 2024/2025 school year, as recommended by the Chief School Administrator.
12. Move to approve the Memorandum of Agreement with Anna Kuzdraj, Director of Special Education, for the 2024/2025 school year, as recommended by the Chief School Administrator.
13. Move to approve the Memorandum of Agreement with Resat Cazimoski, Building and Grounds Supervisor, for the 2024/2025 school year, as recommended by the Chief School Administrator.
14. Move to approve a shared service agreement with the Northern Valley Regional High School (NVRHS) for Kelly Stevens, the Supervisor of Curriculum, Instruction, and Assessment, at (.6) in Demarest and (.4) in NVRHS for the 2024/2025 school year, as recommended by the Chief School Administrator.
15. Move to approve Anna Kuzdraj as ESEA Coordinator for the 2024/2025 school year, as recommended by the Chief School Administrator.
16. Move to approve district bedside/home instruction rate at \$85.00 for the 2024/2025 school year, as recommended by the Chief School Administrator.
17. Move to approve the device insurance fee of \$70.00 for the 2024/2025 school year, as recommended by the Chief School Administrator.
18. Move to approve the District Travel Mileage Reimbursement to \$0.47 per mile as per the N.J. Circular 20-02-OMB, as recommended by the Chief School Administrator.
19. Move to approve the following facsimile signatures for all school district warrants for the 2024/2025 school year, as recommended by the Chief School Administrator:

President or Vice President
Board Secretary
Treasurer of School Monies

20. Move to approve the Treasurer of School Monies facsimile signature be designated for all payroll checks, for the 2024/2025 school year, as recommended by the Chief School Administrator.
21. Move to approve Philip Nisonoff as Treasurer of School Monies for the 2024/2025 school year, as recommended by the Chief School Administrator.
22. Move to authorize the Board Secretary/School Business Administrator to pay bills between board meetings, for the 2024/2025 school year, as recommended by the Chief School Administrator.
23. Move to authorize the Board Secretary/School Business Administrator to transfer funds between board meetings, for the 2024/2025 school year, as recommended by the Chief School Administrator.
24. Move to approve Michael Fox, Superintendent to emergent hire staff for the months of July and August, as recommended by the Chief School Administrator.
25. Move to approve the following resolution, as recommended by the Chief School Administrator.

WHEREAS, Antoinette Kelly possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 5:34-5 et seq., and

WHEREAS, 18A:18A-2 provides that a "Purchasing Agent" for a school district means the Secretary, Business Administrator or the Business Manager of the Board of Education duly assigned the authority, responsibility and accountability for the purchasing activity of the Board of Education, and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the Purchasing Agent that do not exceed in the aggregate in a contract year the bid threshold (currently \$44,000), may be awarded by the Purchasing Agent without advertising for bids when so authorized by board resolution, and

WHEREAS, 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (currently \$6,600) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

NOW THEREFORE, BE IT RESOLVED, that the Demarest Board of Education pursuant to the statutes cited above hereby appoints the Board Secretary/Business Administrator as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Demarest Board of Education,

AND BE IT FURTHER RESOLVED, that the Board Secretary/Business Administrator is hereby authorized to award contracts on behalf of the Demarest Board of Education that are in the aggregate less than 15% of the bid threshold (currently \$6,600) without soliciting competitive quotations,

AND BE IT FURTHER RESOLVED, that

Antoinette Kelly is hereby authorized to seek competitive quotations, when applicable and practicable before awarding contracts, when contracts in the aggregate exceed 15% of the bid threshold (currently \$6,600) but less than the bid threshold of \$44,000.

26. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to establish petty cash funds for the 2024/2025 school year in accordance with NJSA: 18A:10-5 as follows, as recommended by the Chief School Administrator.

LLD & ERI Classrooms	\$300.00
County Road School-Principal	200.00
Luther Lee Emerson School-Principal	200.00
Demarest Middle School-Principal	200.00
Business Administrator's Office	200.00
Superintendent's Office	200.00
Student Activity Account	300.00
Cafeteria Account	<u>200.00</u>
Total	\$ 1,600.00

27. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the adoption of the Uniform Minimum Chart of Accounts for New Jersey Public Schools for the district's recordkeeping, for the 2024/2025 school year, as recommended by the Chief School Administrator.

28. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to adopt Standard Operating Procedures (SOP), [as attached](#), for the 2024/2025 school year, as recommended by the Chief School Administrator.

29. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Biosecurity Plan, [as attached](#), for the 2024/2025 school year, as recommended by the Chief School Administrator.

30. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the Safe Reopening Plan and submission to the New Jersey Department of Education for the period of July 1, 2024, to December 31, 2024, as recommended by the Chief School Administrator.

31. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the updated purchasing manual, [as attached](#), for the 2024/2025 school year, as recommended by the Chief School Administrator.

32. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the District Statement of Assurance (SOA) Security Drill Report (as on file in the Superintendent's office) for the 2023/2024 school year and submit it to the Bergen County Executive County Superintendent, as recommended by the Chief School Administrator.

33. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the Statement of Assurance (SOA) for testing and reporting of lead in school drinking water, and submission to the New Jersey Department of Education for the 2023/2024 school year, as recommended by the Chief School Administrator.

34. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the District Statement of Assurance (SOA) for the Comprehensive Equity Plan (as on file in the Superintendent's office) for the 2024/2025 school year and submit to the Bergen County Executive Superintendent, as recommended by the Chief School Administrator.

35. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Frank Mazzini as Affirmative Action Officer (AAO) for the 2024/2025 school year, as recommended by the Chief School Administrator.
36. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint the Board Secretary/School Business Administrator as the Custodian of Records for the 2024/2025 school year, as recommended by the Chief School Administrator.
37. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Debra Ginetto of Burton Agency as Insurance Broker of Record for the 2024/2025 school year, as recommended by the Chief School Administrator.
38. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve that the Demarest Parent Teacher Organization be afforded Additional Insured status with respect to Liability coverage under the Demarest Board of Education insurance program which includes the officers and members of the organization, however, each only with respect to their liability for authorized activities or activities they perform on behalf of and authorized by the school.
39. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following firms to offer tax shelter annuity programs to district employees, for the 2024/2025 school year, as recommended by the Chief School Administrator:
 - AXA Equitable
 - Security Benefit/ABMM Financial
 - The Faller Company/Great West/Lincoln Investments
 - Supplemental Annuity Collective Trust (NJSACT)
40. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Resat Cazimoski, Buildings and Grounds Supervisor, as Indoor Air Quality Designee, for the 2024/2025 school year, as recommended by the Chief School Administrator.
41. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Resat Cazimoski, Buildings and Grounds Supervisor, as Integrated Pest Management Coordinator/IPM Designee, for the 2024/2025 school year, as recommended by the Chief School Administrator.
42. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Resat Cazimoski, Building and Grounds Supervisor, as Chemical Hygiene Officer for the 2024/2025 school year, as recommended by the Chief School Administrator.
43. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Sherri Rinckhoff and Danielle DuBois Spence, Guidance Counselors, as 504 Coordinators for the 2024/2025 school year, as recommended by the Chief School Administrator.
44. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Anna Kuzdraj as McKinney – Vento Homeless Education Liaison for the 2024/2025 school year, as recommended by the Chief School Administrator.

45. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Sherri Rinckhoff as District Educational Stability Liaison for the 2024/2025 school year, as recommended by the Chief School Administrator.
46. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Danielle Dubois Spence K-4 Anti-Bullying Specialist and Sherri Rinckhoff, Gr 5-8 Anti-Bullying Specialist for the 2024/2025 school year, as recommended by the Chief School Administrator.
47. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Frank Mazzini as School Safety Specialist for the 2024/2025 school year, as recommended by the Chief School Administrator.
48. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Jonathon Regan as Anti-Bullying Coordinator for the 2024/2025 school year, as recommended by the Chief School Administrator.
49. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Karleen McDermott, RN as Substance Awareness Coordinator for the 2024/2025 school year, as recommended by the Chief School Administrator.
50. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to authorize the submission of waiver N.J.A.C. 6A:32-4.1 allowing Frank Mazzini to serve as Principal for the County Road and Luther Lee Emerson Schools for the 2024/2025 school year, as recommended by the Chief School Administrator.
51. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the alternate method of compliance in accordance with N.J.A.C 6A:26-6.3 (h) 4ii and iii by providing toilet rooms adjacent to or outside classrooms in lieu of individual toilet rooms in Pre-K classroom 111 and Kindergarten classrooms 103, 104, 105 and 107 at County Road School for the 2024/2025 school year, as recommended by the Chief School Administrator.
52. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following submission of documentation to the New Jersey Department of Education for the dual use of room 112 at County Road School for BSI and Special Education Language Arts and Math Replacement Classes for the 2024/2025 school year, as recommended by the Chief School Administrator.
53. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following submission of documentation to the New Jersey Department of Education for the dual use of room 28 at Luther Lee Emerson School for ERI instruction and occupational therapy for the 2024/2025 school year, as recommended by the Chief School Administrator.
54. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following submission of documentation to the New Jersey Department of Education for the dual use of the library at Luther Lee Emerson School for BSI and ESL for the 2024/2025 school year, as recommended by the Chief School Administrator.

55. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

APPROVAL OF LEGAL DEPOSITORIES – BANK FOR DEPOSITS/WITHDRAWALS

BE IT RESOLVED that the Demarest Board of Education authorizes the Business Administrator to invest school district funds within statutory limitations.

BE IT FURTHER RESOLVED that the Demarest Board of Education designates Valley Bank as the bank for deposits and withdrawals for the General Operating Account, Payroll Account, Payroll Agency Account, Student Activities Account, Lunch Account, Laptop Account, FSA Account, Athletic Account, Capital Projects Fund and Capital Reserve Fund.

BE IT FURTHER RESOLVED that the Demarest Board of Education approves the authorized signatures on the above accounts of designated administrators.

56. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution as recommended by the Chief School Administrator:

WHEREAS, there exists a need for bond counsel services for 2024/2025 and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

a) That Wilentz, Goldman & Spitzer, P.A., be retained as bond counsel advisors for the 2024/2025 school year.

b) This contract is awarded without competitive bidding as a Professional Service under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to practice law

57. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for special counsel for special education matters for 2024/2025 and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

a) That Fogarty & Hara, Counselors at Law, be retained as Special Legal Counsel for Special Education matters for the 2024/2025 school year at a fee not to exceed \$175.00 per hour.

b) This contract is awarded without competitive bidding as a Professional Service under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to practice law.

58. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator: :

WHEREAS, there exists a need for legal services for 2024/2025
and

WHEREAS, funds are available for this purpose, as recommended by the Chief School Administrator:

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

- a) That Cleary Giacobbe Alfieri Jacobs, LLC, be retained as legal counsel for the 2024/2025 school year at a fee not to exceed \$175.00 per hour.
- b) This contract is awarded without competitive bidding as a Professional Service under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to practice law.

59. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator.:

WHEREAS, there exists a need for architectural services for 2024/2025
and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

- a) That EI Associates be retained as architectural management advisors for the 2024/2025 school year at a rate of \$200.00 for principal architect.
- b) This contract is awarded without competitive bidding as a Professional Service under the provisions of the Public School Contracts Law because the service is to be performed by a firm authorized to provide architectural management services.

60. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

WHEREAS, there exists a need for professional medical services for 2024/2025
and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

- a) That Nancy Rothenberg M.D., be retained as the School Physician/Medical Inspector for the 2024/2025 school year at a cost of \$5,000.00.
- b) This contract is awarded without competitive bidding as a Professional Service under the provisions of the Public School Contracts Law because the service is performed by an individual authorized to practice medicine.

61. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator :

WHEREAS, there exists a need for an audit of the accounts of the school district pursuant to Title 18A:23-8;

and

WHEREAS, funds are available for this purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Demarest as follows:

- a) That Nisivoccia & Company, LLP, be retained as School Auditor for the 2024/2025 school year to include preparation of the 2024/2025 audit at a fee not to exceed \$32,139.00 and

b) This appointment is made without competitive bidding as a Professional Service under the provisions of the Public School Contract Law because the service is to be performed by a firm authorized by law to practice auditing.

62. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Valley Medical Group to provide alcohol and drug testing services with an annual administrative fee of \$200.00, \$76.00 per drug test, and \$120.00 per bus driver medical clearance test for the 2024/2025 school year, as recommended by the Chief School Administrator.
63. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to appoint Enviro Vision Consultants, Inc. to act as our Designated Person for Asbestos, Hazard Emergency Response Act at a rate not to exceed \$1,200.00 each and Right to Know, at a rate of \$2,400.00 for the 2024/2025 school year, as recommended by the Chief School Administrator.
64. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following vendors for evaluations for the 2024/2025 school year, as recommended by the Chief School Administrator:

Dr. Leslie Nagy	Psychiatrist (Clearance & CST assessment)
Dr. Alexander Stroh	Psychiatrist (Clearance & CST assessment)
West Bergen Mental Health Care Center for Children and Youth (Clearance)	Psychiatrist, Psychologist, Social Worker, Psychiatric Nurse
Bergen Regional Medical Center	Psychiatrist, Medical (Clearance & Emergency)
Dr. Nancy Kaplan Tancer	Psychiatrist (Clearance & CST assessment)
Dr. Dongsoo Kim (Clearance, Bi-lingual evaluations, neuropsychological evaluations)	Clinical Neuropsychologist Psychologist
Dr. E. Christina Kim	Psychoeducational Assessments/Evaluations
Dr. Hugh Bases	Neurodevelopmental Pediatrician (CST assessments)
Dr. Jamie Lee (Bi-lingual evaluations)	Psychologist (psycho-educational, psychological evaluations)
Dr. Katlyne Lubin	Developmental Pediatrician (CST assessments)
Dr. Batul Ladak	Developmental Pediatrician (CST assessments)
Dr. Santiago	Neurodevelopmental Disabilities Specialist (CST assessments)
Integrated Speech Associates	Evaluations
Learning Tree Multilingual/Multicultural Evaluations	Psychological, educational, speech language, and social history evaluations in 20 languages.
PNW BOCES	Bi-lingual Speech and psycho-educational CST assessments
Speech and Hearing Associates	ACC Evaluations
The Kaplan Center	Psychologist and Psychiatrist (Clearance)

Dr. Joseph Siragusa	Psychiatrist (Clearance)
Supreme Consultants	Bi-lingual evaluator
Kids Clan	Bi-lingual evaluator
Rivka Kramer	Bi-lingual evaluator
Mr. Philip Choo	BCBA Training
Dr. Julie Fleischmann	Psychologist (Hebrew Speaking)
Roey Pasternak	Bi-lingual evaluator/psychiatrist
Michele McMahon	Learning Consultant

65. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the fourth-year lease-purchase agreement with Apple Financial Services for an upgrade to staff laptops subject to the terms and conditions under the bid awarded by ESCNJ contract #MRESC18/19-67. Terms are a 4-year payout in the total amount of \$212,203.00 (\$53,050.75 annually) with a \$1.00 payout at the end of the term, as recommended by the Chief School Administrator.
66. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the fourth-year lease-purchase agreement payment in the amount of \$599,695.25 with BB&T Bank for the County Road School Addition, NJDOE 1070-030-21-1000. Terms are a five-year payout, as recommended by the Chief School Administrator.
67. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve first-year lease purchase finance agreement with TD Bank, for the Demarest Middle School gymnasium addition, NJDOE Project # 1070-040-23-1000, in the amount of \$619,075.00. Terms are a five-year payout, as recommended by the Chief School Administrator.
68. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the second-year payment with American Capital for student Chromebooks through US Bancorp with a total cost of \$292,613.52 over a four-year buyout with annual payments of \$73,153.38. The Chromebooks are supplied by CDW-G under the cooperative Educational Services Commission of New Jersey (ESCNJ/AEPA-22G), as recommended by the Chief School Administrator.
69. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to authorize the use of state contract 1NJCP and contract NASPO Value Point master agreement MA152 with Verizon Wireless, pursuant to N.J.S.A 18A:18A-10, for the procurement of goods and services for the district by the purchasing agent for the duration of the contracts with the referenced state contract vendors, shall be from July 1, 2024, through June 30, 2025, as recommended by the Chief School Administrator.
70. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to authorize the use of state contract 1NJCP with Staples, pursuant to N.J.S.A 18A:18A-10, for the procurement of goods and services for the district by the purchasing agent for the duration of the contracts with the referenced state contract vendors, shall be from July 1, 2024, through June 30, 2025, as recommended by the Chief School Administrator.

71. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve participation in the ESCNJ Cooperative for the purchase of electricity for the 2024/2025 school year, as recommended by the Chief School Administrator.
72. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve participation in the ESCNJ Cooperative for the purchase of natural gas for the 2024/2025 school year, as recommended by the Chief School Administrator.
73. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve GovDeals bidding service for the sale of outdated and unused district goods, for the 2024/2025 school year, as recommended by the Chief School Administrator.
74. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with SchoolinSites for district website design and hosting in the amount of \$3,025.00, for the 2024/2025 school year, as recommended by the Chief School Administrator.
75. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the third year of a three-year agreement with Curiosity Corner/Success for All Foundation in the total amount of \$30,689 for the preschool curriculum, with \$6,000.00 due for the 2024/2025 school year, as recommended by the Chief School Administrator.
76. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve contract with Atlantic Tomorrow's Office, for the leasing of district copiers at a rate of \$1,669.00 per month for sixty months, commencing January 2024, with a total cost of \$100,140.00, as recommended by the Chief School Administrator.
77. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with Genesis for staff management, payroll, budgetary accounting and absence management in the amount of \$22,841.50, as recommended by the Chief School Administrator.
78. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement 26EDCPS with Educational Data Services Inc., for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
79. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the annual service agreement with Educational Data for administrative services and bidding services for the 2024/2025 school year at a rate not to exceed \$2,905.00, as recommended by the Chief School Administrator.
80. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement 34HUNCCP with Hunterdon, for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
81. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement with Sourcewell, for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.

82. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement 65MCESSCCPS with ESCNJ, for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
83. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement with Keystone Purchasing Network, for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
84. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement with PEPPM for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
85. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve Cooperative Agreement with Aces (NJSBA ACES CPS # E8801) for services or other Cooperative Purchasing Agreements, for the 2024/2025 school year, as recommended by the Chief School Administrator.
86. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve an annual agreement for the District's student information system with Realtime Information Technology, Inc. for the 2024/2025 school year at a cost not to exceed \$23,701.61 as recommended by the Chief School Administrator.
87. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve an annual agreement with NJSchoolJobs.com, for district job postings for the 2024/2025 school year at a cost of \$1,000.00, as recommended by the Chief School Administrator.
88. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve participation in the New Jersey State School Employees Health Benefits Program to provide health benefits for school district employees for the 2024/2025 school year at the established rates, as recommended by the Chief School Administrator.
89. Pursuant to PL 2015, Chapter 47 the Demarest Board of Education intends to renew, award or permit to expire the following contracts [as attached](#), previously awarded by the Board of Education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR, Part 200.317 et. Seq for the 2024/2025 school year, as recommended by the Chief School Administrator.
90. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following services and hourly rates with All Shifts, for the 2024/2025 school year, as recommended by the Chief School Administrator:

Level	Rate
Substitute RN	\$60.00
Substitute LPN	\$50.00

91. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve CPR/AED training for the following staff on July 17, 2024, with

compensation of \$100 per person, a trainer fee of \$250.00 for Audrey Moran, and associated certification fee and workbook cost of \$17.50 per person, as recommended by the Chief School Administrator:

Nancy Milczek
Julia Lefer
Frank Mazzini*
Joanne Werner
Kathleen Forma
Nikki Peditto
Lisa Carson*

*no compensation

92. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve a sidebar agreement between the Demarest Board of Education and the Demarest Education Association for the Demarest Middle School Orchestra Director and Debate Team Coach stipends in the amount of \$2,390.00 per position, for the 2024/2025 and 2025/2026 school years, as recommended by the Chief School Administrator.
93. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the job description for Orchestra Director stipend, as recommended by the Chief School Administrator.
94. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the job description for Debate Team Coach stipend, as recommended by the Chief School Administrator.
95. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with the Region V Council for Special Education/ River Edge Board of Education for transportation nursing at a rate of \$90.00 per hour, plus a \$5.00 fee per hour and 7% non-member fee with a minimum of 3 hours per trip, as recommended by the Chief School Administrator.
96. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the contract with the Region V Council for Special Education/ River Edge Board of Education for bilingual reading evaluations at a rate of \$575.00 plus a \$20.00 fee and 7% non-member fee, as recommended by the Chief School Administrator.
97. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the evaluation of Michael Fox, Superintendent, as recommended by the Business Administrator/Board Secretary.
98. It was moved by Governale, seconded by Lee and approved by unanimous roll call vote of those present to approve the following, as recommended by the Chief School Administrator:

WHEREAS, in accordance with the competitive contracting provisions of N.J.S.A. 18A:18A-4.1 et seq.; the Business Administrator requests that the Board of Education authorize the use of Competitive Contracting to solicit proposals for Aftercare Services; and **BE IT FURTHER RESOLVED** that the Board of Education authorizes the Business Administrator to utilize Competitive Contracting pursuant to N.J.S.A. 18A:18A-4.1 et seq. to issue a request for proposal for Aftercare Services.

E. Support Services—Fiscal Management

1. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to confirm the following May 2024 payrolls, as recommended by the Chief School Administrator:

May 15	\$ 508,736.28
May 31	\$ 505,100.07

2. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the June 11, 2024 bill list as follows, as recommended by the Chief School Administrator:

<u>Subtotal Per Fund</u>	<u>Amount</u>
11 General Current Expense	\$ 1,321,751.90
20 Special Revenue Fund	\$ 12,076.96
21 Student Activity Fund	\$ 7,006.00
30 Capital Projects Fund	\$ 213,537.10
60 Cafeteria Fund	\$ 42,035.05
Total Bills:	\$ 1,596,407.01

3. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

Receipt of Certification from Board Secretary

Pursuant to N.J.A.C. 6:20-2.13 (d), I, Antoinette Kelly, certify that as of May 31, 2024, no budgetary line item account has obligations or payments (contractual orders) that, in total, exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

4. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the following resolution, as recommended by the Chief School Administrator:

Certification of Board of Education

Pursuant to N.J.A.C. 6:20-2.13 (e), we certify that as of May 31, 2024, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district official, to the best of our knowledge, no major account or fund has been over-extended in violation of NJAC 6:20-2.13 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to acknowledge receipt of the May 31, 2024 Report of the Board Secretary, A148 and the Report of the Treasurer, A-149, as recommended by the Chief School Administrator.

6. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to confirm the following budget transfer for May 31, 2024, as recommended by the Chief School Administrator:

To:

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
11-000-211-300	Attendance & Social Work Services-Contracted Services	3,000.00
11-000-261-110	Required Maintenance-Salaries	14,700.00
11-000-261-420	Required Maintenance-Repairs and Maintenance	1,884.00
11-000-262-520	Custodial Services-Insurance	6,709.00

11-000-263-420	Grounds-Repair and Maintenance of Grounds	114,400.00
11-110-100-110	Regular Programs-Kindergarten Substitute Salaries	500.00
11-130-100-110	Regular Programs-Grades 6 to 8 Substitute Salaries	15,000.00
11-150-100-101	Regular Programs-Home Instruction Salaries	2,000.00
11-190-100-440	Regular Programs-Undistributed Instruction-Rentals	2,500.00
11-401-100-610	School Sponsored Co-Curricular Activities-General Supplies	150.00

From:

Account Number	Description	Amount
11-000-100-565	Tuition-County Special Services	3,000.00
11-000-261-610	Required Maintenance-General Supplies	16,584.00
11-000-262-610	Custodial Services-General Supplies	6,709.00
11-000-291-270	Personnel Services-Employee Benefits-Health Benefits	114,400.00
11-105-100-110	Regular Programs-Pre-k Substitute Salaries	500.00
11-120-100-110	Regular Programs-Grades 1 to 5 Substitute Salaries	15,000.00
11-190-100-340	Regular Programs-Undistributed Instruction-Purchased Technical Services	4,500.00
11-402-100-610	School Sponsored Athletics-General Supplies	150.00

7. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve appropriation of year-end excess surplus, as recommended by the Chief School Administrator:

WHEREAS, NJSA 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year-end, and
WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, and
WHEREAS, the Demarest Board of Education wishes to transfer anticipated excess current revenue or unexpended appropriations from the general fund into the capital reserve account and the maintenance reserve account at year-end, and
WHEREAS, the Demarest Board of Education has determined to designate excess surplus for the year ending June 30, 2024, as follows:

- 2% of Adjusted 2023-2024 General Fund Expenditures to unassigned fund balance.
- \$600,000 to be appropriated in the 2025-2026 budget.
- \$300,000 to be transferred to the Maintenance Reserve Account.
- Any excess above this amount is to be transferred to the Capital Reserve account in an amount not to exceed the maximum allowable, as per N.J.A.C. 6A:23A-14.1.

NOW THEREFORE BE IT RESOLVED by the Demarest Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

8. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve the tax levy schedule for the 2024/2025 school year, as recommended by the Chief School Administrator:

Date	General fund	Debt Service Fund	Total Tax Levy Due
July 15, 2024	1,449,246.00	22,250.00	1,471,496.00
August 15, 2024	1,449,246.00		1,449,246.00
September 16, 2024	1,449,246.00		1,449,246.00
October 15, 2024	1,449,246.00		1,449,246.00
November 15, 2024	1,449,246.00		1,449,246.00
December 16, 2024	1,449,246.00		1,449,246.00
January 15, 2025	1,449,246.00	592,250.00	2,041,496.00
February 17, 2025	1,449,246.00		1,449,246.00
March 17, 2025	1,449,246.00		1,449,246.00
April 15, 2025	1,449,246.00		1,449,246.00
May 15, 2025	1,449,246.00		1,449,246.00
June 16, 2025	1,449,246.00		1,449,246.00
Totals	17,390,952.00	614,500.00	18,005,452.00

9. It was moved by Fein, seconded by Choi and approved by unanimous roll call vote of those present to approve payment application #3, in the amount of \$213,537.10 to Daskal LLC for the Demarest Middle School Gymnasium addition, NJDOE Project # 1070-040-23-1000, as recommended by the Chief School Administrator.

XV. PUBLIC COMMENT

There was no motion for public comment being no one from the public was present.

XVI. NEW BUSINESS

None at this time.

XVII. EXECUTIVE SESSION

A. There was no motion to enter the executive session.

XVIII. ADJOURNMENT

A. It was moved by Choi seconded by Lee and approved by unanimous voice vote to adjourn the meeting at 8:00 P.M.

Sincerely,

A handwritten signature in cursive script that reads "Antoinette Kelly". The signature is written in black ink and is positioned above the printed name and title.

Antoinette Kelly
Business Administrator and Board Secretary